

**South Carolina Education Oversight Committee (EOC)
Annual Standards Assurance Form**

H.4077 (R.247) as Signed by the Governor on May 18, 2018

2018-19

Document A – Application for Continued Participation in ECENC Program

Please complete the information requested below concerning your independent school. This information will be listed on the South Carolina Education Oversight Committee's website, www.eoc.sc.gov.

Independent School Name:	Mason Preparatory School
Independent School Contact Person:	Erik Kreutner
Independent School Address:	56 Halscy Blvd.
City, State, Zip Code:	Charleston, SC 29401
Independent School Telephone Number:	(843) - 723-0664
Independent School Fax Number:	(843) - 723-1104
Independent School E-mail Address:	Kreutner@ masonprep.org
Independent School Website Address:	www.masonprep.org

Please review the standards below based on H.4077 (R.247) as signed by the Governor on May 18, 2018. An "eligible school" is defined as "an independent school including those religious in nature, other than a public school, at which the compulsory attendance requirements of Section 59-65-10 may be met," and does not discriminate based on the grounds of race, color, or national origin. Please indicate whether your school has met each standard to ensure the following academic requirements are being met. The S.C. Education Oversight Committee reserves the right to request additional documentation to show the school is in compliance with state law.

STANDARDS	YES	NO
1. Offers a general education to primary or secondary school students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does not discriminate on the basis of race, color, or national origin.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Is located in this state.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has an educational curriculum that includes courses set forth in the state's diploma requirements, graduation certificate requirements (for special needs children), and where the students attending are administered national achievement or state standardized tests, or both, at progressive grade levels to determine student progress. Please	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Has school facilities that are subject to applicable federal, state, and local laws.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is a member in good standing of the Southern Association of Colleges and Schools, the South Carolina Association of Christian Schools, the South Carolina Independent Schools Association, or the Palmetto Association of Independent Schools.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students, or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities. Please provide a summary of the services provided based on exceptional needs of students served.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Did this school receive any grants last fiscal year (July 1, 2017 until June 30, 2018) from Exceptional SC from the Educational Credit for Exceptional Needs Children Fund? Please complete Document B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. By December 31, 2018, will your school submit school-level test score results from the prior school year on national achievement tests and individual student test scores for students who received a grant from Exceptional SC in the prior school year? Please complete Document C.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. By December 31, 2018, will your school provide a "compilation, review, or compliance audit of the organization's financial statements as relating to the grants received, conducted by a certified public accounting firm"? Please complete Document D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I assure that all documents submitted to the SC Education Oversight Committee for the purpose of applying as an eligible school, as defined by state law, is true, accurate, and complete under penalty of perjury in accordance with Section 16-9-10 of the South Carolina Code of Laws.

Signature: Erik Kreutner

Date: 7/16/2018

Print Name of Signature Above: Erik Kreutner

Title: Head of School

Email: kreutner@masonprep.org

Return this form to Melanie Barton

- Phone: 803.734.6148
- E-mail: mbarton@eoc.sc.gov
- Mail: P.O. Box 11867
Columbia, S.C. 29211
- Fax: 803.734.6167
- Physical Location:
1205 Pendleton Street
Room 502 Brown Building
Columbia, SC 29201

MASON

PREPARATORY SCHOOL



July 16, 2018

Dear Members of the Education Oversight Committee:

On behalf of Mason Preparatory School, I am writing to provide additional information to the Education Oversight Committee as noted below.

Standard 7: Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students, or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities.

Evidence: Mason Preparatory School has a full-time learning specialist who serves approximately 12% of our 307 students. Our Student and Family Handbook provides the following information about our learning specialist: *“MASON PREP is fortunate to have on staff a full-time learning specialist, who will work with students to address specific learning issues, organizational issues, and identified learning conditions. Teachers may refer students to the learning specialist for a screening and/or special help. Parents interested in having a child work with the learning specialist should begin the process by contacting the homeroom teacher or pertinent teacher to obtain a referral. However, not all students will qualify to receive the services of the learning specialist.”* Our learning specialist uses the results of students’ educational evaluations provided by professionals to create individualized academic plans with input from classroom teachers and the students’ parents. The learning specialist communicates frequently with teachers, parents, and administrators to ensure that each student is receiving the appropriate level of support from all involved school staff members.

In addition, our Faculty and Staff Handbook details the following accommodations and opportunities that teachers use to address specific needs of students:

“Students at MASON PREP have varying academic abilities and may have various types and levels of learning disabilities, attention deficit disorders, hearing or vision problems, and other exceptionalities including extraordinary ability. The following are examples of the types of opportunities/accommodations teachers are currently using to address the specific needs of students:

- *Provision for special seating arrangements;*
- *Allowance for students to check out or rent a second set of texts for home/tutor use;*
- *Administration of tests in sections, highlighting directions, enlarging type, etc.; longer test times; altered testing locale;*
- *Use of computer or other electronic device for tutorial purposes and for those with handwriting and spelling difficulties;*
- *Use of recording devices for students with handwriting or auditory processing difficulties;*

- *Use of multi-sensory approach in teaching concepts;*
- *Teaching of organizational skills;*
- *Frequent monitoring of assignment books as needed;*
- *Provisions for special help/tutoring during study hall for grades 5 through 8; at other times, such as recess, for grades K – 6 ; and after school for all grades by the subject area teachers and teaching assistants;*
- *Offering of study skills course in grades 7 and 8;*
- *Offering of study skills and organizational techniques for grades 3 – 8;*
- *Waiving the requirement for midterm and/or final exams in certain subjects in grades 6 through 8;*
- *Exempting a student from his/her foreign language course in grades 6 through 8;*
- *Provisions for opportunities for teachers to attend conferences on special education;*
- *PTO workshops held to provide information and techniques for teachers and parents in the areas of learning disabilities, attention deficit disorder, etc;*
- *Offering of challenging materials which promote problem solving, critical thinking, higher order thinking skills; and*
- *Offering of extended projects or opportunities to meet needs of the gifted/talented child.*

If you have any questions or require more information, please feel free to contact me.

Sincerely,



Erik Kreutner
Head of School

EFK/mc

**Document B
Grants Received**

**Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC) Program
2018-2019**

Independent School Name: Mason Preparatory School

An independent school continuing to participate in the Educational Credit for Exceptional Needs Children for Fiscal Year 2018-19 is required to submit the following information:

Total number of grants and total amount of grants received in the preceding fiscal year, from July 1, 2017 through June 30, 2018.

Please complete the following chart. If no grants for any qualifying student were received from Exceptional SC in Fiscal Year 2017-18, please indicate with "0" grants received and "\$0" in total amount of grants received.

Total Number of Grants Received	Total Amount of Grants Received
12	\$54,183.26

Total number of grants is the number of individual children/students who received a grant even if the school received more than one grant for a specific child/student. The total amount of grants per child/student should not have exceeded \$11,000.

Document C
Student Assessment Data

Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC) Program
2018-2019

Independent School Name: Mason Preparatory School

An independent school applying for continued participation in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2018-19 is required to submit the following information **by December 31, 2018**:

Student test scores, by category, on national achievement or state standardized tests, or both, for all grades tested and administered by the school receiving or entitled to receive scholarship grants pursuant to this section in the previous school year. The school shall also provide individual student test scores on national achievement or state standardized tests, or both, for any student in grades one through twelve who received a grant from the program during the prior school year. The information must be used to provide program level reports to determine whether students participating in the program have experienced measurable improvement. Students with disabilities for whom standardized testing is not appropriate are exempt from this requirement.

Section 12-6-3790(E)(1)(b)

The information will be used to issue an annual report.

Annually, the Education Oversight Committee shall issue a report to the General Assembly documenting the impact of the Educational Credit for Exceptional Needs Children Program on student achievement. In addition, the report must include information on individual schools if at least fifty-one percent of the total enrolled students in the private school participated in the Educational Credit for Exceptional Needs Children Program in the prior school year. The report must be according to each participating private school, and for participating students, in which there are at least thirty participating students who have scores for tests administered. If the Education Oversight Committee determines that the thirty participating-student cell size may be reduced without disclosing personally identifiable information of a participating student, the Education Oversight Committee may reduce the participating-student cell size, but the cell size may not be reduced to less than ten participating students.

Section 12-6-3790(E)(6)

Schools applying for continued participation in the ECENC Program must provide the following:

- 1. School-level assessment results** for school year 2017-18 on national achievement tests for all grades tested in the school and for each grade with at least 10 students tested. Information should be provided for English language arts (reading) and mathematics achievement of students in the grade. Examples include: *TerraNova, Stanford 10, Iowa Test of Basic Skills, etc.* For grades 9-12, the school may provide average PSAT, SAT, ACT, or other scores as appropriate.

For schools that specifically exist to meet the needs of only exceptional needs students with documented disabilities, the EOC will work with the schools to provide information (including formative assessments, portfolios, etc.) that document the students' academic and social development.

How many students were enrolled in your school in 2017-18? 307

The following is a **template** that you may use for reporting purposes. For questions, contact the EOC office.

2017-18 School Year Results for (NAME OF ASSESSMENT)
National Percentiles, Mean (Average) Scale Scores, Grade Equivalents, etc.

Grade	English language arts (Reading)	Mathematics
1		
2		
3		
4		
5		
6		

- 2. Individual student test scores** on national achievement tests for any child who received a grant from the program during the 2017-18 school year. No personally identifiable information will be published; instead, the information will be aggregated at the school or state level as stipulated in law.

Each school will have access to a secure data portal to upload individual student assessment results, which will include personally identifiable information. The portal will capture, at a minimum, the following information:

- Name of the student who received a grant from Exceptional SC in the prior school year along with data including date of birth, sex, grade level, etc. to ensure that the assessment results can be matched to the individual student who received a grant;
- For each student who received a grant, the results of a national assessment or assessments in 2017-18 and if possible, in 2016-17 as well to document academic growth. The name of the assessment as well as scale scores for students or national percentile ranks must be included; and
- If a student received a grant but due to the student's exceptional needs was not able to be assessed with a national assessment, the school must provide an explanation by student of the reason why a national assessment was not administered and how the school is measuring academic and personal growth for each student not assessed.

Please identify one staff person from your school who will provide the individual student test scores from this school:

Name: Erik Kreutner

Title: Head of School

Telephone Number: (813) 723-0664

Email Address: kreutner@masonprep.org

Mason Preparatory School

2017-2018 School Year Results for ERB CTP Assessments (Comprehensive Testing Program from the Educational Records Bureau)

Grade	English language arts (Reading) Mean Scale Score for Reading Comprehension Subtest	Mathematics Mean Scale Score for Mathematics Parts 1 & 2 Subtest
3	331.8	294.9
4	343.5	322.4
5	355.3	324.3
6	352.0	345.7
7	355.4	349.7
8	365.9	355.4

Mason Prep administered the CTP assessments in 2017-2018 to students in grades 3 through 8. Mason Prep did not administer summative assessments in 2017-2018 to students in kindergarten through grade 2.

Document D
Compilation, Review or Compliance Audit

Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC)
2018-2019

Independent School Name: Mason Preparatory School

An independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program is required to submit the following information:

“a copy of a compilation, review, or compliance audit of the organization’s financial statements as relating to the grants received, conducted by a certified public accounting firm.”

By law the compilation, review or compliance audit will be posted online at www.eoc.sc.gov.

Please answer the following questions:

	YES	NO
Did your school receive from Exceptional SC any grants in the prior fiscal year, between July 1, 2017 and June 30, 2018?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes , will your school submit to the EOC a compilation, review, or compliance audit of the school’s financial statements as relating to the grants received during the prior fiscal year and conducted by a certified public accounting firm by December 30, 2018 ? Failure to provide the compilation, review or compliance audit will result in your school’s removal as an eligible school under the ECENC program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No , will your school submit to the EOC a compilation, review, or compliance audit of the school’s financial statements as relating to the grants received and conducted by a certified public accounting firm by June 30, 2019 to the EOC if you receive grants from Exceptional SC this fiscal year between July 1, 2018 and June 30, 2019? Failure to provide the compilation, review or compliance audit will result in your school’s removal as an eligible school under the ECENC program.	<input type="checkbox"/>	<input type="checkbox"/>

July 31, 2018

The S.C. Education Oversight Committee
Attn: Melanie D. Barton
1205 Pendleton Street
Room 502 Brown Building
Columbia, SC 29201

RE: Compliance Audit for the Mason Preparatory School in the 2017-2018 Educational Credit for Exceptional Needs Children Program

We confirm, for Mason Preparatory School ("Independent School") for the fiscal year 2017-2018, complied with the following requirements of the Educational Credit for Exceptional Needs Children Program:

- The independent school can document and verify that all grants received under the Educational Credit for Exceptional Needs Program in 2017-2018 were for eligible children enrolled in the School;
- The independent School can document the total amount of each grant per child from the scholarship funding organization (SFO);
- The independent School can document that no grant exceeded \$11,000 during the school year 2017-2018;
- the independent school returned a prorated amount of the grant to the SFO if any student withdrew during the school year; and
- The total amount of each grant was used for tuition which is defined as "the total amount of money charged for the cost of a qualifying student to attend an independent school including, but not limited to, fees for attending the school and school-related transportation."



Glaser and Company, LLC
Charleston, South Carolina